

**PURCHASE ORDER FOR PROPERTY TAXES LAW GUIDES — COUNTY ONLY**

**General Information.** The California State Board of Equalization is offering its *Property Taxes Law Guide* (PTLG) for sale to local governments. This is the same law guide used by Board staff.

**PAYMENT INSTRUCTIONS.** *Payment must accompany all orders.*

**Payment by credit card.** Only Discover/Novus, MasterCard, and VISA cards are accepted. To place your order call 800-400-7115. Please have your credit card number available. Staff are available from 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding state holidays.

**Payment by check.** Send a check, payable to the State Board of Equalization, and a copy of this order form to: California State Board of Equalization; Cashier Unit—General Checking, MIC:13; P.O. Box 942879; Sacramento, CA 94279-0013.

**COUNTY ORDER FORM**

DESCRIPTION	PURCHASE PRICE (includes one year subscription service)*	REPLACEMENT BASEBOOK ONLY	SUBSCRIPTION SERVICE ONLY	QUANTITY	TOTAL
<b>Property Taxes Law Guide</b> Volume I (Laws and Rules)	\$ 64.00	\$ 51.00	\$ 27.00		\$
<b>Property Taxes Law Guide</b> Volume II (Laws)	\$ 57.00	\$ 50.00	\$ 21.00		
<b>Property Taxes Law Guide</b> Volume III (Annotations)	\$ 57.00	\$ 45.00	\$ 26.00		
<b>Property Taxes Law Guide</b> Volumes I & II (Laws and Rules)	\$ 93.00	\$ 73.00	\$ 34.00		
<b>Property Taxes Law Guide</b> Volumes I, II, & III (Laws, Rules, and Annotations)	\$ 121.00	\$ 90.00	\$ 45.00		
<b>Law Guides on CD-ROM</b> Includes complete sets of the PTLG and the Business Taxes Law Guide (BTLG) (Acrobat PDF Format)	\$34.00	N/A	N/A		

\*Prices are subject to change. Some assembly is required for hard copy guides.

(Orders sent outside CA – do not include sales tax)

Subtotal	\$
Sales Tax	\$
<b>Total</b>	<b>\$</b>

**SHIPPING INFORMATION**

NAME OF BUSINESS OR INDIVIDUAL

STREET ADDRESS (required for delivery)

ATTENTION

CITY

TELEPHONE NUMBER

( ) -

STATE

ZIP CODE

FAX NUMBER

( ) -

## GENERAL INFORMATION

The California State Board of Equalization offers its *Property Taxes Law Guide* (PTLG) to local governments in the hard copy and CD-ROM formats. All versions of the law guide may be purchased on a one-year subscription basis. Renewal notices will be sent to subscribers prior to their expiration date. Subscription prices are updated annually based on publication costs.

Note: You may access these law guides and manuals free on our website at: [www.boetaxes.ca.gov/business](http://www.boetaxes.ca.gov/business) (for law guides) and [www.boe.ca.gov/sutax/staxmanuals.htm](http://www.boe.ca.gov/sutax/staxmanuals.htm) (for manuals).

## LAW GUIDES

***Property Taxes Law Guide.*** The PTLG contains property tax laws, rules, and annotations. The laws include section histories, notes, and significant court cases. The rules interpret the law for the purpose of administration and enforcement. The annotations are staff interpretations of the laws, rules, court cases, and correspondence. The PTLG also contains pertinent provisions of the California Constitution, government codes that relate to property taxation, a calendar of property tax dates, and an indexed table of court cases.

The *Property Taxes Law Guide* is available in the following formats:

1. ***The Law Guide Hard Copies.*** The law guide consists of 3-ring binders with loose-leaf pages. The size of the law guide binders is 6" x 9". The purchase price covers the cost of binders, tabbed dividers, the basebook, and the first year's subscription to the updating service. There may be multiple updates each year.
2. ***The Law Guides on CD-ROM.*** The CD-ROM consists of both the *Property Taxes* and the *Business Taxes Law Guides* on one CD. They are in the Acrobat PDF format. The Acrobat version allows you to search, copy and paste, and print. The CD will include all current hard copy updates at the time of its production.